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*Flying Operations*

**TG-14 AIRCREW EVALUATION CRITERIA**



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This instruction implements AFD 11-2, *Aircraft Rules and Procedures*, and references AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*. It establishes procedures and criteria for evaluation of all aircrews performing duties in the TG-14 aircraft. It does not apply to the Air National Guard or Air Force Reserve Command, except those who fly with the 34th Operations Group, USAF Academy. File a copy of all approved waivers with this instruction. **Attachment 1** contains a glossary of references, abbreviations and acronyms.

See paragraph **1.2.** of this instruction for guidance on submitting comments and suggesting improvements to this publication.

The Privacy Act of 1974 applies to certain information gathered pursuant to this instruction. The Privacy Act System Number F011 AF XO A, Aviation Resource Management Systems (ARMS) covers required information. The authority for maintenance of ARMS is Title 37 U.S.C. 301a (Incentive Pay), Public Law 92-204, Section 715 (Appropriations Act for 1973), Public Laws 93-570 (Appropriations Act for 1974), 93-294 (Aviation Career Incentive Act of 1974), DoDD 7730.57 (Aviation Career Incentive Act of 1974 and Required Annual Report, February 5, 1976, with Changes 1 and 2), and Executive Order 9397. This instruction is affected by the Paperwork Reduction Act as amended in 1996.

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## Chapter 1

### GENERAL INFORMATION

#### 1.1. Conducting Evaluations.

All evaluations are conducted in accordance with the provisions of AFI 11-202, Volume 2, and this instruction.

#### 1.2. Recommended Changes and Waivers.

Submit suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, through standardization/evaluation (stan/eval) channels. Squadron Stan/Eval will forward approved recommendations to 34 OG/OGV in accordance with AFD 11-2, paragraph 2.4.1. HQ USAF/XO is approval authority for changes/revisions for this instruction. Submit waiver requests in message or memorandum format to 34 OG/OGV, these requests will be forwarded to the waiver authority, HQ USAF/XOO.

#### 1.3. Procedures.

1.3.1. Flight examiners (FE) use the evaluation criteria contained in **Chapter 3** for conducting flight and emergency procedures evaluations (EPE). To ensure standard and objective evaluations, FEs must become thoroughly familiar with the prescribed evaluation criteria.

1.3.2. Unless specified, the examinee or FE may fly in either seat that best enables the FE to conduct a thorough evaluation. The FE normally occupies the right seat during periodic instructor mission evaluations.

1.3.3. Prior to the flight, the FE will brief the examinee on the purpose of the evaluation and how it is conducted. The examinee will accomplish required flight planning during the evaluation and furnish the FE a copy of necessary mission data and maps if required.

1.3.4. The FE will thoroughly debrief all aspects of the flight. Debriefs include the examinee's overall rating, specific deviations, area grades assigned (if other than qualified), and any required additional training. A squadron supervisor, as defined locally, must attend the debrief if the overall grade is Q-3.

1.3.5. Group Standardization/Evaluation FEs (and above) may administer SPOT evaluations (including those outside their aircrew specialty) to any aircrew member assigned to the group. Squadron commanders may task any squadron-assigned FE to administer SPOT evaluations to any aircrew member in their squadron.

#### 1.4. Grading Instructions.

1.4.1. Tolerances in performance parameters are based on conditions of smooth air and stable aircraft conditions. Momentary deviations from tolerances are not considered in grading, provided the examinee applies prompt corrective action and such deviations do not jeopardize flying safety. Consider cumulative deviations when determining the area grade.

1.4.2. Use the Grading Criteria in **Table 3.1.** and the definitions listed below to determine individual area grades. When individual areas are performed well above the Grading Criteria standards then make an appropriate comment stating performance and/or instruction was commendable in the Exam-

iner's Remarks in the Comments block of the AF Form 8. FE judgement is exercised when the areas are subjective and/or specific situations are not covered.

1.4.2.1. Q. Q is the desired level of performance. The examinee demonstrated a satisfactory knowledge of all required information, performed aircrew duties within the prescribed tolerances and accomplished the assigned mission.

1.4.2.2. Q-. Q- indicates the examinee is qualified to perform the assigned area tasks, but requires debriefing or additional training as determined by the flight examiner. Deviations from established standards must not exceed the prescribed Q- tolerances or jeopardize flight safety.

1.4.2.3. U. Assign a U area grade for any breach of flight discipline, performance outside allowable parameters or deviations from prescribed procedures/tolerances that adversely affected mission accomplishment or compromised flight safety. An examinee receiving an area grade of U normally requires additional training. When, in the judgment of the flight examiner, additional training will not constructively improve examinee's performance, it is not required. In this case, the flight examiner must thoroughly debrief the examinee.

1.4.3. Derive the overall flight evaluation grade (Q-1, Q-2, or Q-3) from the area grades, based on a composite for the observed events and tasks according to AFI 11-202, Volume 2, this instruction, and FE judgment.

1.4.4. Critical Areas. Critical areas require adequate accomplishment by the examinee in order to successfully achieve the mission objectives. If the examinee receives an unqualified grade in any critical area, the overall grade for the evaluation will be unqualified (Q-3). Critical areas are identified by a "\*" in [Table 2.1](#). and by "(Critical)" in the area title in [Table 3.1](#). Grade Critical areas as "Q" or "U".

1.4.5. The General Evaluation Criteria in [Table 1.1](#). apply during all phases of flight (except as noted for specific areas):

**Table 1.1. General Evaluation Criteria.**

General Area	Q	Q-	U
Altitude	$\pm 100$ ft	$\pm 200$ ft	Exceeds Q- limits
Airspeed	$\pm 5$ kts	$\pm 10$ kts	Exceeds Q- limits
Heading	Maintains/rolls out $\pm 10^\circ$ of desired heading	Maintains/rolls out $\pm 20^\circ$ of desired heading	Exceeds Q- limits

**1.5. Emergency Procedures Evaluation (EPE).** Evaluate an aircrew member's knowledge of MDS specific EPs and systems knowledge for all QUAL evaluations. Only one EPE need be accomplished for each evaluation.

**1.6. Completion of AF Form 8, Certificate of Aircrew Qualification.** Record and certify aircrew member qualification using the AF Form 8 in accordance with [Attachment 2](#) and AFI 11-202, Volume 2.

**1.7. Additional Training Documentation.** For any evaluation resulting in Q2 or Q3, the flight examiner will complete an Additional Training Letter using the example in [Attachment 3](#). This letter documents additional training requirements which must be met before the AF Form 8 restrictions are removed from the examinee. This letter will be signed by the Squadron DOV Chief with an indorsement from the Training Flight Commander, DO, or CC.

## Chapter 2

### EVALUATION REQUIREMENTS

#### 2.1. General.

There are three types of evaluation in the TG-14: Qualification (QUAL), Instructor (INSTR), and SPOT. AFI 11-202V2 does not require an instrument (INSTM) evaluation for TG-14 pilots. The requirement for a Mission (MSN) evaluation is waived by this instruction IAW the provisions of AFI 11-202V2, paragraph 5.2.1.3. All areas for evaluation are shown in **Table 2.1.** of this instruction, "Pilot Evaluations." Required (R) areas are indicated for that type of evaluation. A required area is a specific area that must be sampled to complete the evaluation. Include all required areas in the flight evaluation profile. When it is impossible to evaluate a required area in flight, the FE may evaluate the area by oral examination to complete the evaluation. Document the oral evaluation in the Examiner's Remarks in the Comments block of the AF Form 8. If the FE determines the required item cannot be adequately evaluated orally, the examinee requires an additional flight to complete the evaluation.

#### 2.2. Requisites.

All evaluations include the following requisites:

- 2.2.1. Closed and open book examinations.
- 2.2.2. EPE.
- 2.2.3. Boldface examination.

#### 2.3. Mission Pilot Evaluation.

A mission pilot (MP) qualification (QUAL) evaluation is administered to those individuals who will not instruct students. The examinee briefs the sortie and profile and normally flies from the left seat (unless restricted to right seat operations only). Include all required areas from **Table 2.1.** in the flight evaluation profile. A normal departure is flown, followed by area maneuvers in the local training area. The examinee should perform each type of landing (engine on and engine off).

#### 2.4. Instructor Pilot Evaluation.

All instructor pilot (IP) evaluations and upgrade IP evaluations (INSTR) are combined with aircraft qualification (QUAL) evaluations to evaluate both proficiency and instructor ability. Select one of the following evaluation profiles based on examinee's qualifications:

- 2.4.1. Airmanship 251. This profile simulates a typical Airmanship 251 (AM-251) sortie with the examinee in the left seat. The examinee briefs the sortie profile as if the examiner were an AM-251 student. Include all required areas from **Table 2.1.** in the flight evaluation profile. A normal departure is flown, followed by area maneuvers in the local training area. The examinee instructs pattern procedures at Aardvark. The examinee should perform each type of landing (engine on and engine off) at either AFF or a nearby airfield.
- 2.4.2. Upgrade Instructor Pilot Training. This profile is for Upgrade Instructor Pilots. The examinee briefs the sortie profile as if the examiner were an upgrader. The examinee may fly from either the left or right seat. Include all required areas from **Table 2.1.** in the flight evaluation profile. A normal

departure is flown, followed by area maneuvers. The examinee should instruct pattern procedures at Aardvark. The examinee performs/instructs touch and gos and at least one type of landing (engine on and engine off). This examination may be conducted as an out-and-back or cross-country profile provided all required areas are included.

**Table 2.1. Pilot Evaluations.**

Area	Title	MP	IP	
		QUAL	QUAL	INSTR
1	General Knowledge	R	R	R
2	Emergency Procedures	R	R	R
3	Publications	R	R	
4	Ground Operations	R	R	R
5	In-Flight Checks	R	R	R
6	Takeoff	R	R	
7	Departure	R	R	
8	Climb	R	R	
9	General Aircraft Control	R	R	R
10	Clearing	R	R	R
11	Slow Flight	Note 1	Note 1	
12	Steep Turns	Note 1	Note 1	
13	Nose-High Stall	Note 1	Note 1	
14	Turning Stall	Note 1	Note 1	
15	Landing Attitude Stall	Note 1	Note 1	
16	Slips	Note 1	Note 1	
17	Spin Prevent	R	R	
18	Simulated Engine Failure on Takeoff	R	R	
19	In-Flight Planning/Area Orientation	R	R	R
20	Arrival/Traffic Entry	R	R	
21	In-Flight Engine Shutdown	R	R	
22	Engine Restart/Emergency Engine Restart	R	R	
23	Normal Pattern	R	R	R
24	Normal Landing	R	Note 2	Note 2
25	Engine-Off Landing	R	Note 2	Note 2
26	Simulated Forced Landing	R	R	R
27	Go-Around			
28	Touch & Go Procedures		Note 2	Note 2
29	Throttle/Propeller Pitch/Cowl Flap Procedures	R	R	

Area	Title	MP	IP	
		QUAL	QUAL	INSTR
30	Transfer of Aircraft Control		R	R
31	Grading Practices			R
32	Full Airbrakes Go-Around			
33	Error Analysis		R	
34	IP Intervention		R	R
35	Crew Coordination	R	R	R
36	Communication	R	R	R
37	Situational Awareness*	R	R	R
38	Task Management	R	R	R
39	Mission Planning/Debrief	R	R	R
40	Risk Management*	R	R	R
41	X-C Preflight Planning			
42	Out-Base Arrival/Departure			
43	VFR Navigation			
44	Ground Speed Check			
45	Enroute Procedures			
46	GPS/ILEC Usage			
47	Outbase Ground Procedures			
48	Mountain Route Selection			
49	Ridge Crossing/Valley/Canyon Procedures			
50	Use of FSS, METRO, Flight Watch			
51	Oxygen Procedures			

**LEGEND:**

R - Required Area

\* - Critical Area

**NOTES:**

1. At least 3 area maneuvers required, performed/instructed.
2. Qualified Upgrade IPs will perform and instruct touch and go procedures. At a minimum, one type of landing must be performed/instructed.



## Chapter 3

### EVALUATION CRITERIA

#### 3.1. Evaluations.

To ensure standard and objective evaluations, use Grading Criteria in [Table 3.1.](#) for required proficiency standards. However, when evaluating instruction, use more general criteria to determine if instructor performance meets the desired mission objectives. Apply the following guidelines to assess the quality of instruction:

3.1.1. Accuracy. Bases instruction of a particular task on the delivery of accurate information, i.e., any information presented by the instructor should accurately reflect the numbers, procedures and policies contained in the Grading Criteria.

3.1.2. Appropriateness. Tailors instruction to the student and the task being performed. Avoids teaching above or below the probable level of student understanding.

3.1.3. Timeliness. Times inputs to provide the maximum benefit to the student learning a given task. Depending on the particular situation, the instructor gives inputs at prebrief, during an instructor demonstration, after student performance, or during a debrief.

3.1.4. Error Analysis. The instructor notes student errors and delivers feedback to the student in a fashion that focuses on the techniques and/or procedures necessary for student improvement.

3.1.5. Presentation. Instructor manner and presentation of information is always positive and motivational. Negatively oriented and demeaning delivery is never acceptable.

3.1.6. Intervention. The instructor intervenes, either verbally or physically, prior to exceeding appropriate safety limits. Conversely, the instructor does not intervene so early as to reduce the opportunity for student learning.

**Table 3.1. Evaluation Criteria.**

Grading Area	Grading Criteria
Area 1. General Knowledge: a. Aircraft General:	Demonstrates thorough knowledge of aircraft systems, limitations, and performance characteristics.
b. Flight Rules/ Procedures:	Thorough knowledge of flight rules and procedures.
c. Local Area Procedures:	Thorough knowledge of local procedures.

Grading Area	Grading Criteria
Area 2. Emergency Procedures:	Uses all available indications to analyze the situation and emergency. Applies correct, immediate response to Boldface and non- Boldface emergency situations. Resolves the emergency situation to a logical conclusion. Effectively uses checklist and in-flight guide. If in flight, maintains aircraft control during performance of critical or non-critical action emergency procedures.
Area 3. Publications:	All required publications (according to local guidance) are current and correct.
Area 4. Ground Operations:	Accurately determines readiness of aircraft for flight. Performs all pre-takeoff and post-landing checks in accordance with the flight manual and applicable directives. Ground handles the aircraft properly. Taxis the aircraft safely while maintaining proper control deflections and power settings for existing winds and visually clears for ground traffic and obstacles.
Area 5. In-Flight Checks:	Correctly performs all required in-flight checks in a timely manner. Refers to appropriate checklists for all normal and simulated emergency procedures if time and conditions permit.
Area 6. Takeoff:	Maintains smooth aircraft control on centerline throughout takeoff. Establishes proper pitch attitude allowing the aircraft to accelerate to liftoff. Checks acceptable engine performance prior to lift off. Transitions to the appropriate climb angle and speed. Retracts landing gear properly and in a timely manner while maintaining control of the aircraft.
Area 7. Departure:	Performs departure as directed and/or in accordance with local directives.
Area 8. Climb:	Performs climb with appropriate power setting and maintains a consistent pitch attitude to achieve the desired climb airspeed.
Area 9. General Aircraft Control:	Demonstrates thorough knowledge of the flight controls and uses them to maneuver the aircraft properly. Maintains appropriate airspeeds for each particular phase of flight. Remains coordinated during all phases of flight (except for intentional slips). Initiates timely roll out to maintain a desired heading.
Area 10. Clearing:	Maintains constant vigilance during all phases of flight using visual and auditory information to recognize and avoid conflicting traffic.
Area 11. Slow Flight:	Determines and maintains airspeed 3-5 KIAS above the first aerodynamic indication of a stall in wings-level flight and shallow turns. Uses sufficient rudder to remain coordinated throughout the maneuver. May be accomplished engine-off or at idle power.
Area 12. Steep Turns:	In turns using 45-60° of bank, maintains briefed airspeed ( $\pm 10$ KIAS) and rolls out on desired point ( $\pm 20^\circ$ ). Uses sufficient rudder to remain coordinated throughout the maneuver. May be accomplished engine-off or at idle power.

Grading Area	Grading Criteria
Area 13. Nose-High Stall:	Raises the nose of the aircraft with sufficient airspeed to reach a wings-level 20–30° nose-high attitude. Continues adding back stick pressure to maintain the nose-high attitude until the aircraft fully stalls. As the nose falls (or wing drops), relaxes back stick pressure, rolls as requires, and recovers to a safe flying airspeed without a secondary stall. May be accomplished engine-off or at idle power.
Area 14. Turning Stall:	Enters a shallow bank turn and holds a constant bank angle with a slightly nose-high attitude (0-15° bank, 0-15° pitch). Recovers promptly at the first aerodynamic indication of a stall by relaxing back stick pressure (closing airbrakes if open) and using rudder (primary) and ailerons to roll wings level. Completes the recovery to a safe flying airspeed without entering a secondary stall. May be accomplished engine-off or at idle power.
Area 15a. Landing Attitude Stall - Gear Extended:	Enters a normal wings-level landing attitude with at least ½ airbrakes and landing gear extended. Recovers promptly at the first aerodynamic indication of a stall by relaxing back stick pressure (primary) and closing airbrakes. Completes the recovery by re-establishing the landing attitude without entering a secondary stall while maintaining minimum safe flying airspeed. May be accomplished engine-off or at idle power. Clean up aircraft as necessary before continuing to the next maneuver.
Area 15b. Landing Attitude Stall - Gear Retracted:	Enters a normal wings-level landing attitude with at least ½ airbrakes. Recovers promptly at the first aerodynamic indication of a stall by relaxing back stick pressure (primary) and closing airbrakes. Completes the recovery by re-establishing the landing attitude without entering a secondary stall while maintaining minimum safe flying airspeed. May be accomplished engine-off or at idle power. Clean up aircraft as necessary before continuing to the next maneuver.
Area 16. Slips:	Applies proper cross-controls for existing winds (with full airbrakes) to increase the descent rate while maintaining proper ground track and pattern airspeed.
Area 17. Spin Prevent:	Enters from a shallow nose-high (0-15° bank, 0-15° pitch). Just prior to stall, increases back stick pressure and applies pro-spin rudder. After an uncontrollable wing drop and positive nose track through the horizon, immediately recovers by checking throttle idle (engine on) while simultaneously applying opposite rudder and forward stick at the same rate (positive control movement) until the stall is broken. Initiates a roll to wings level (if require) using rudder and ailerons. Completes the recovery promptly without a secondary stall to a normal flying attitude and airspeed. May be accomplished engine-off or at idle power.
Area 18. Simulated Engine Failure After Takeoff	From a wings-level climb attitude and airspeed with full power. After simulated engine failure, immediately applies the proper Boldface while maintaining aircraft control. Promptly establishes proper pitch attitude to maintain proper airspeed. If altitude permits, performs a tight 30-45° banked turn back to the landing field. If altitude does not permit, continues straight ahead to a suitable landing area. Extends landing gear in a timely manner. Clean up aircraft as necessary before continuing to the next maneuver.

Grading Area	Grading Criteria
Area 19. In-Flight Planning/Area Orientation:	Follows local area procedures regarding area boundaries, required ground tracks, and altitude restrictions for all phases of flight. Efficiently uses available airspace to safely accomplish the mission.
Area 20. Arrival/Traffic Entry:	Performs arrival and enters the traffic pattern as directed and/or in accordance with local directives and/or published procedures.
Area 21. In-Flight Engine Shutdown:	Maintains smooth aircraft control throughout procedure. Performs engine shutdown in accordance with flight manual procedures and local guidance and restrictions.
Area 22. Engine Restart/ Emergency Engine Restart:	Uses proper procedures to restart the engine in-flight in accordance with flight manual procedures and local guidance and restrictions.
Area 23. Normal Pattern:	Flies proper rectangular ground track for existing weather conditions so as to roll out on final no lower than 300 ft AGL. Maintains pattern airspeed (-0, +5 KIAS) using the pitch of the aircraft until landing is assured. Uses airbrakes to maintain desired final approach glide path with approximately ½ airbrakes on final. Uses sufficient control inputs to maintain runway centerline on final.
Area 24. Normal Landing	While established on final begins a round out and flare 2-5 ft AGL and touches down smoothly. Transitions to full airbrakes after touchdown if not already established. Removes any crab prior to touchdown and uses the wing-low landing method to correct for crosswinds. Touches down within 500 ft of the briefed aim-point and maintains runway centerline on rollout. Moves stick full aft as the aircraft decelerates below flying airspeed and smoothly applies wheel brakes.
Area 25. Engine-off Landing:	Sets up cockpit for engine restart by 300 ft AGL. Same standards as Area 26 but with the engine off.
Area 26. Simulated Forced Landing:	Applies the proper Boldface while maintaining aircraft control. Refers to the checklist/in-flight guide if time and conditions permit. Follows flight manual guidance to arrive on final at a suitable location.
Area 27a. Go-Around - Engine Running:	Initiates and performs go-around IAW flight manual and operational procedures and directives.
Area 27b. Go-Around -Engine Stopped:	Starts engine and performs go-around IAW flight manual procedures, operational procedures, and directives
Area 28. Touch & Go -Procedures:	Maintains runway centerline on the roll out. Applies Touch-and-Go Landing procedures IAW flight manual procedures, operational procedures and directives.

Grading Area	Grading Criteria
Area 29. Throttle/Propeller Pitch/Cowl Flap Procedures:	Properly adjusts the throttle, propeller pitch, and cowl flap to achieve normal engine and cruise/climb performance throughout the mission. Complies with flight manual procedures, operational procedures and directives.
Area 30. Transfer of Aircraft Control:	Transfers aircraft control using positive and appropriate physical and verbal procedures for transfer. Does not ride or bump the controls when not flying.
Area 31. Grading Practices:	Accurately assesses student's ability and documents grades in accordance with the training syllabus.
Area 32. Full Airbrakes Go-Around:	From a normal pattern/final approach, or after touch down while in a 3-point attitude, initiates a go-around with full airbrakes. Demonstrates the inability of the aircraft to climb or accelerate with full airbrakes. Closes airbrakes at conclusion of demonstration.
Area 33: Error Analysis:	Recognizes/Identifies student errors and delivers feedback to the student in a fashion that focuses on the techniques and/or procedures necessary for student improvement.
Area 34: IP Intervention:	Intervenes either verbally or physically prior to exceeding appropriate safety limits. Conversely, does not intervene so early as to reduce the opportunity for student learning.
Area 35. Crew Coordination:	Effectively coordinates with other crewmember throughout the mission. Contributes to the smooth and efficient operation of the aircrew. Uses cockpit resources effectively and safely to accomplish the mission.
Area 36. Communications:	Complete knowledge of and compliance with correct communication procedures. Effectively communicates with concise, accurate, and proper radio terminology. Maintains awareness of other radio calls and times transmissions appropriately. Effectively communicates with other crewmember.
Area 37. <b>(Critical)</b> Situational Awareness:	Displays the airmanship and ability to make timely decisions and select alternative courses of action essential to mission accomplishment. Recognizes deviations and unsafe situations and takes appropriate action without prompting. Recognizes environmental effects on the mission and adjusts accordingly.
Area 38. Task Management:	Effectively sets priorities in-flight. Coordinates with other crewmember when task overloaded. Recognizes when other crewmember is overloaded and assists when required.
Area 39. Mission Planning/ Debrief:	Effectively sets mission requirements in pre-brief. De-briefs any crew management items encountered in flight.
Area 40. <b>(Critical)</b> Risk Management:	Accurately identifies pertinent risk to mission. Maintains flight discipline to manage in-flight risk.

Grading Area	Grading Criteria
Area 41. X-C Preflight Planning:	Checks all factors applicable to flight according to applicable directives. Refers to FLIP documents and other information sources as appropriate. Aware of alternatives available if flight cannot be completed as planned. Complies with local sign-out procedures. Fills out DD-175 IAW FLIP General Planning if required.
Area 42. Outbase Arrival/ Departure	Uses proper VFR procedures for arriving and departing from an outbase. Opens/ Closes flight plan with FSS in the air if not previously accomplished.
Area 43. VFR Navigation:	Navigates from takeoff to destination using a chart, pilotage, and dead reckoning techniques backed up with GPS references.
Area 44. Ground Speed Check:	Calculates aircraft's ground speed using time and distance between two ground reference points without reference to airspeed indicator, wind information or GPS data. Uses this information to update estimated time of arrival and fuel remaining at arrival.
Area 45. Enroute Procedures:	Updates Form 70/flight progress. Remains aware of changing weather conditions. Coordinates with air traffic control agencies as necessary.
Area 46. GPS/ILEC Usage:	Demonstrates sufficient knowledge of GPS/ILEC procedures and capabilities. Able to use the equipment effectively in flight to enhance mission effectiveness. If used, properly loads waypoints in the database prior to takeoff for area of operations.
Area 47. Outbase Ground Procedures:	Complies with checklist procedures and guidance for aircraft parking, security, and servicing. Completes aircraft forms. Notifies the Supervisor of Flying (SOF) of the mission status/changes.
Area 48. Mountain Route Selection:	Determines the most direct route to the destination while maintaining minimum altitudes over terrain, using oxygen if required, and using passes and ridges throughout.
Area 49 Ridge Crossing/ Valley/Canyon Procedures:	Uses all available resources to determine wind direction in the mountains. Sets up a safe approach for crossing all ridges. Avoids areas of sink near ridges. Safely navigates valleys/canyons maintaining safe minimum clearance and always leaves a safe escape in case of unexpected sink.
Area 50. Use of FSS, METRO, Flight Watch:	Uses appropriate Flight Service Station frequency to and from civilian airports. Uses other means to contact FSS when radio is not available. Monitors an appropriate frequency when navigating to the destination. Obtains weather updates when weather environment changes.
Area 51. Oxygen Procedures	Performs donning and doffing of oxygen equipment at the proper times and IAW all applicable directives.

**3.2. Forms Adopted.** AF Form 847, **Recommendation for Change of Publication**; AF Form 8, **Certificate of Aircrew Qualification**.

RONALD E. KEYS, Lt General, USAF  
DCS/Air & Space Operations

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 11-2, *Aircraft Rules and Procedures*

AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*

***Abbreviations and Acronyms***

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFPD**—Air Force Policy Directive

**AGL**—Above Ground Level

**AM-251**—Airmanship 251

**ARMS**—Aviation Resource Management System

**CAPs**—Critical Action Procedures

**DO**—Director of Operations

**EPE**—Emergency Procedures Evaluation

**FE**—Flight Examiner

**FT**—Feet

**GPS**—Global Positioning System

**HQ**—Headquarters

**IP**—Instructor Pilot

**MAJCOM**—Major Command

**MP**—Mission Pilot

**MPH**—Miles Per Hour

**OG**—Operations Group

**OGV**—Operations Group Standardization/Evaluation

**OPR**—Office of Primary Responsibility

**PDO**—Publishing Distribution Office

**Q**—Qualified

**R**—Required Area

**SOF**—Supervisor of Flying

**STAN/EVAL**—Standardization/Evaluation



**U**—Unqualified

**VFR**—Visual Flight Rules

## Attachment 2

## SAMPLE AF FORMS 8, CERTIFICATE OF AIRCREW QUALIFICATION

Figure A2.1. Sample AF Form 8, Illustrating Qualification/Instructor – Q1. EQ.

CERTIFICATE OF AIRCREW QUALIFICATION				DATE COMPLETED 20010901				
I. EXAMINEE IDENTIFICATION								
NAME (Last, First, Middle Initial) Schweizer, Paul			GRADE Capt	SSAN 123-45-6789				
ORGANIZATION AND LOCATION 94 FTS, USAF Academy CO			ACFT/CREW POSITION TG-14A/IP	ELIGIBILITY PERIOD May - Oct 01				
II. QUALIFICATION								
GROUND PHASE			FLIGHT PHASE					
EXAMINATION/CHECK	DATE	GRADE	MISSION/CHECK	DATE				
Open Book	20010630	100	QUAL	20010901				
Closed Book	20010630	100						
Boldface	20010630	Q						
EPE	20010901	1						
QUALIFICATION LEVEL		RESTRICTION (Explain in Comments) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	ADDITIONAL TRAINING					
QUALIFIED	UNQUALIFIED		DUE DATES					
1			N/A					
EXPIRATION DATE OF QUALIFICATION Feb 03			DATE ADDITIONAL TRAINING COMPLETED N/A					
COMMENTS (If more space is needed, continue on reverse) EXCEPTIONALLY QUALIFIED								
EXAMINER'S REMARKS: A. Mission Description. The examinee completed an evaluation simulating an AM-251 student sortie. The examinee instructed all area maneuvers as well as pattern work. General Knowledge: (QUAL) and Normal Pattern and Landing (INSTR) were commendable. B. Discrepancies. None								
III. CERTIFICATION								
TYPED NAME AND GRADE		ORGANIZATION		CHECK		SIGNATURE	DATE	
				CONCUR	DO NOT CONCUR			REMARKS
1 FLIGHT EXAMINER Carl T. Hammer, Capt		34 OG/OGV				X		20010901
2 REVIEWING OFFICER Clarence K. Johnson, Maj		94 FTS/DO						
3 FINAL APPROVING OFFICER Henry H. Arnold, Lt Col		94 FTS/CC						
I CERTIFY that I have been briefed and understand the action being taken this date								
DATE		TYPED NAME AND GRADE OF EXAMINEE Paul Schweizer, Capt				SIGNATURE		

AF FORM 8, 19850501 (EF-V6)

PREVIOUS EDITION WILL BE USED.

Figure A2.2. Sample AF Form 8 Illustrating Initial Qualification/Instructor – Q2.

CERTIFICATE OF AIRCREW QUALIFICATION					DATE COMPLETED 20011113		
I. EXAMINEE IDENTIFICATION							
NAME (Last, First, Middle Initial)			GRADE		SSAN		
Boeing, William E.			Capt		123-45-6789		
ORGANIZATION AND LOCATION			ACFT/CREW POSITION		ELIGIBILITY PERIOD		
94 FTS, USAF Academy CO			TG-14A/TP		N/A		
II. QUALIFICATION							
GROUND PHASE			FLIGHT PHASE				
EXAMINATION/CHECK	DATE	GRADE	MISSION/CHECK		DATE		
Open Book	20011103	96	INIT QUAL/INSTR		20011113		
Closed Book	20011104	80/90					
Boldface	20011105	U/Q					
EPE	20011113	1					
QUALIFICATION LEVEL		RESTRICTION (Explain in Comments)	ADDITIONAL TRAINING				
QUALIFIED	UNQUALIFIED		DUE DATES				
2			20020131				
EXPIRATION DATE OF QUALIFICATION Apr 03		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	DATE ADDITIONAL TRAINING COMPLETED 20011130				
COMMENTS (If more space is needed, continue on reverse)							
<p>RESTRICTIONS:</p> <p>SUPERVISED STATUS. The examinee will not fly as an aircrew member until successful reexamination of Boldface. (Date of Unsat: 04 NOV 01).</p> <p>EXAMINER'S REMARKS:</p> <p>A. Mission Description: The examinee completed an evaluation simulating an AM-251 student sortie. The examinee instructed the following maneuvers: Slow Flight, Nose High Stall, Landing Attitude Stall, and Pattern Work.</p> <p>B. Discrepancies:</p> <p>1. Ground. Area 1. General Knowledge (QUAL) -- Q- Debriefed. Knowledge of local area procedures was incomplete. Corrected during debrief.</p> <p>2. Flight. Area 6. In-Flight Checks (QUAL) -- Q- Debriefed. Preoccupation with instruction resulted in late completion of the Descent Check. Corrected during debrief.</p>							
III. CERTIFICATION							
TYPED NAME AND GRADE		ORGANIZATION		CHECK		SIGNATURE	DATE
				CONCUR	DO NOT CONCUR		
1 FLIGHT EXAMINER Carl T. Hammer, Capt		34 OG/OGV				X	20010901
2 REVIEWING OFFICER Clarence K. Johnson, Maj		94 FTS/DO				X	20011130
3 FINAL APPROVING OFFICER Henry H. Arnold, LtCol		94 FTS/CC					
I CERTIFY that I have been briefed and understand the action being taken this date							
DATE	TYPED NAME AND GRADE OF EXAMINEE William E. Boeing, Capt				SIGNATURE		

AF FORM 8, 19850501 (EF-V6)

PREVIOUS EDITION WILL BE USED.

## AF FORM 8 CONTINUATION SHEET

(Fig. A2.2. Continued).

Area 7. Takeoff (QUAL) -- Q- Debriefed. Higher than normal takeoff attitude resulted in premature liftoff. Corrected during debrief.

Area 25. Normal Pattern (QUAL) -- Q- Debriefed. Rushed pattern and long aimpoint resulted in landing long. Corrected during debrief.

C. Recommended Additional Training:

1. Ground. Accomplish two hours of review, followed by a ground evaluation with an Upgrade IP.
2. Flight. Accomplish one training sortie with an Upgrade IP, emphasizing takeoffs and normal patterns.

REVIEWING OFFICER'S REMARKS: Capt Boeing completed additional training with Capt Jones on 30 Nov 2001. The ground evaluation and sortie covered all required areas to a satisfactory level. No further action required.

signed/dated  
CLARENCE K. JOHNSON, Maj, USAF  
Operations Officer

Figure A2.3. Sample AF Form 8 Illustrating Initial Qualification – Q3.

CERTIFICATE OF AIRCREW QUALIFICATION					DATE COMPLETED 20011110		
I. EXAMINEE IDENTIFICATION							
NAME (Last, First, Middle Initial)			GRADE		SSAN		
Cessna, Clyde			Capt		123-45-6789		
ORGANIZATION AND LOCATION			ACFT/CREW POSITION		ELIGIBILITY PERIOD		
94 FTS, USAF Academy CO			TG-14A/MP		Jul - Dec 01		
II. QUALIFICATION							
GROUND PHASE			FLIGHT PHASE				
EXAMINATION/CHECK	DATE	GRADE	MISSION/CHECK		DATE		
Open Book	20011003	96	QUAL		20011110		
Closed Book	20011004	90					
Boldface	20011004	Q					
EPE	20011024	3/1					
QUALIFICATION LEVEL		RESTRICTION (Explain in Comments)  <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	ADDITIONAL TRAINING				
QUALIFIED	UNQUALIFIED		DUE DATES				
	3		EPE, 20011231, FLT 20020131				
EXPIRATION DATE OF QUALIFICATION N/A			DATE ADDITIONAL TRAINING COMPLETED EPE 20011024, FLT 20011107				
COMMENTS (If more space is needed, continue on reverse)							
RESTRICTIONS: SUPERVISED STATUS. The examinee will not perform aircrew duties unsupervised until a successful EPE has been accomplished.							
EXAMINER'S REMARKS: A. Mission Description. No flight evaluation flown due to unsatisfactory performance during EPE. B. Discrepancies 1. Ground(EPE). (Date of Q-3: 13 Oct 01). Knowledge of local area procedures and flight manual was inadequate. C. Recommended Additional Training: 1. Ground(EPE). Examinee must accomplish two hours directed study of local area procedures and the flight manual under the supervision of an Upgrade IP.							
III. CERTIFICATION							
TYPED NAME AND GRADE		ORGANIZATION		CHECK		SIGNATURE	DATE
				CONCUR	DO NOT CONCUR		
1	FLIGHT EXAMINER Carl T. Hammer, Capt	34 OG/OGV			X		20011110
2	REVIEWING OFFICER Clarence K. Johnson, Maj	94 FTS/DO			X		20011108
3	FINAL APPROVING OFFICER Henry H. Arnold, Lt Col	94 FTS/CC					
I CERTIFY that I have been briefed and understand the action being taken this date							
DATE		TYPED NAME AND GRADE OF EXAMINEE Clyde Cessna, Capt			SIGNATURE		

AF FORM 8 CONTINUATION SHEET

(Fig A2.3. Continued)

REVIEWING OFFICER'S REMARKS: Capt Cessna completed all additional ground training with Capt Stick on 24 Oct 01. Flight evaluation required.

signed/dated

CLARENCE K. JOHNSON, Maj, USAF  
Operations Officer

## RESTRICTIONS:

SUPERVISED STATUS. Will not perform aircrew duties unsupervised until a successful QUAL recheck has been accomplished.

## EXAMINER'S REMARKS:

A. Mission Discreption: The examinee completed an unsatisfactory evaluation.

## B. Discrepancies:

## 1. Flight.

Area 7. Takeoff (QUAL) -- Q- Debriefed. Higher than usual takeoff attitude resulted in premature liftoff. Discrepancy corrected during debrief.

Area 20. Simulated Engine Failure Immediately After Takeoff (QUAL) -- U. Examinee improperly applied boldface procedures resulting in examiner intervention.

## C. Recommended Additional Training:

1. Flight. Examinee must fly a minimum of two review sorties with an Upgrade IP, emphasizing proper simulated engine failure immediately after takeoff procedures. Flight recheck must be accomplished for Simulated Engine Failure Immediately After Takeoff (QUAL) to an acceptable level.

REVIEWING OFFICER'S REMARKS: Two sorties emphasizing correct simulated engine failure immediately after takeoff procedures were flown with Capt Jones on 06 Nov 01 and 07 Nov 01. RQ QUAL evaluation required.

signed/dated

CLARENCE K. JOHNSON, Maj, USAF  
Operations Officer

Figure A2.4. Sample AF Form 8 Illustrating Recheck – Q1.

CERTIFICATE OF AIRCREW QUALIFICATION					DATE COMPLETED 20011128		
I. EXAMINEE IDENTIFICATION							
NAME (Last, First, Middle Initial)				GRADE		SSAN	
Cessna, Clyde				Capt		123-45-6789	
ORGANIZATION AND LOCATION				ACFT/CREW POSITION		ELIGIBILITY PERIOD	
94 FTS, USAF Academy CO				TG-14A/MP		N/A	
II. QUALIFICATION							
GROUND PHASE			FLIGHT PHASE				
EXAMINATION/CHECK	DATE	GRADE	MISSION/CHECK		DATE		
			RQ QUAL		20011128		
QUALIFICATION LEVEL		RESTRICTION (Explain in Comments)	ADDITIONAL TRAINING				
QUALIFIED	UNQUALIFIED		DUE DATES				
1		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	N/A				
EXPIRATION DATE OF QUALIFICATION Apr 03			DATE ADDITIONAL TRAINING COMPLETED N/A				
COMMENTS (If more space is needed, continue on reverse)							
EXAMINER'S REMARKS:							
A. Mission Description. This was a recheck QUAL evaluation. The examinee accomplished all boldface procedures successfully.							
B. Discrepancies							
1. Flight.							
Area 25. Normal Pattern (QUAL) -- Q- Debriefed. Long aimpoint resulted in landing longer than desired. Discrepancy corrected during debrief.							
III. CERTIFICATION							
TYPED NAME AND GRADE		ORGANIZATION		CHECK		SIGNATURE	DATE
				CONCUR	DO NOT CONCUR		
1	FLIGHT EXAMINER Carl T. Hammer, Capt	34 OG/OGV			X		20011128
2	REVIEWING OFFICER Clarence K. Johnson, Maj	94 FTS/DO					
3	FINAL APPROVING OFFICER Henry H. Arnold, Lt Col	94 FTS/CC					
I CERTIFY that I have been briefed and understand the action being taken this date							
DATE		TYPED NAME AND GRADE OF EXAMINEE Clyde Cessna, Capt			SIGNATURE		

Figure A2.5. Sample AF Form 8 Illustrating No-Notice Qualification/Instructor – Q1.

CERTIFICATE OF AIRCREW QUALIFICATION					DATE COMPLETED 20011016		
I. EXAMINEE IDENTIFICATION							
NAME (Last, First, Middle Initial)			GRADE		SSAN		
Schleicher, Alexander			Capt		123-45-6789		
ORGANIZATION AND LOCATION			ACFT/CREW POSITION		ELIGIBILITY PERIOD		
94 FTS, USAF Academy CO			TG-14AMP		N/A		
II. QUALIFICATION							
GROUND PHASE			FLIGHT PHASE				
EXAMINATION/CHECK	DATE	GRADE	MISSION/CHECK		DATE		
Open Book	20011014	95	N/N QUAL		20010919		
Closed Book	20011015	85					
Boldface	20011016	Q					
EPE	20010919	1					
QUALIFICATION LEVEL		RESTRICTION (Explain in Comments)  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	ADDITIONAL TRAINING				
QUALIFIED	UNQUALIFIED		DUE DATES				
1			N/A				
EXPIRATION DATE OF QUALIFICATION Feb03			DATE ADDITIONAL TRAINING COMPLETED N/A				
COMMENTS (If more space is needed, continue on reverse)							
EXAMINER'S REMARKS.							
A. Mission Description. The examinee completed a No-Notice evaluation simulating an AM-251 student sortie. The examinee instructed the following maneuvers: Nose High Stall, Slow Flight, Slips and Pattern Work. This evaluation satisfies recurring evaluation requirements. Slips (INSTR) was commendable.							
B. Discrepancies. None.							
NOTE: The "Date Completed" is the date of the last evaluation requisite, while the "Expiration Date" is based on the date of the flight phase. These blocks, and the test scores, remain blank until the testing is complete (must be accomplished no later than the last day of the 2nd month following the month of the flight evaluation). Show "Eligibility Period" if examinee is In-the-Eligibility Period. If open and closed book exams are taken on different days, use the latest date in the "Date Block".							
III. CERTIFICATION							
TYPED NAME AND GRADE		ORGANIZATION		CHECK		SIGNATURE	DATE
				CONCUR	DO NOT CONCUR		
1	FLIGHT EXAMINER Carl T. Hammer, Capt	34 OG/OGV			X		20011016
2	REVIEWING OFFICER Clarence K. Johnson, Maj	94 FTS/DO					
3	FINAL APPROVING OFFICER Henry H. Arnold, Lt Col	94 FTS/CC					
I CERTIFY that I have been briefed and understand the action being taken this date							
DATE		TYPED NAME AND GRADE OF EXAMINEE Alexander Schleicher, Capt			SIGNATURE		



Figure A2.6. Sample AF Form 8 Illustrating No-Notice Spot – Q1.

CERTIFICATE OF AIRCREW QUALIFICATION					DATE COMPLETED 20010919		
I. EXAMINEE IDENTIFICATION							
NAME (Last, First, Middle Initial)			GRADE		SSAN		
Weibel, Gerhard			Capt		123-45-6789		
ORGANIZATION AND LOCATION			ACFT/CREW POSITION		ELIGIBILITY PERIOD		
94 FTS, USAF Academy CO			TG-14A/1P		N/A		
II. QUALIFICATION							
GROUND PHASE			FLIGHT PHASE				
EXAMINATION/CHECK	DATE	GRADE	MISSION/CHECK		DATE		
			N/N SPOT		20010919		
QUALIFICATION LEVEL		RESTRICTION (Explain in Comments)  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	ADDITIONAL TRAINING				
QUALIFIED	UNQUALIFIED		DUE DATES				
1			N/A				
EXPIRATION DATE OF QUALIFICATION N/A			DATE ADDITIONAL TRAINING COMPLETED N/A				
COMMENTS (If more space is needed, continue on reverse)							
EXAMINER'S REMARKS:							
A. Mission Description. The examinee completed a No-Notice evaluation simulating an AM-251 student sortie. The examinee instructed all area and pattern maneuvers. This evaluation does not satisfy recurring evaluation requirements.							
B. Discrepancies. None.							
III. CERTIFICATION							
TYPED NAME AND GRADE		ORGANIZATION	CHECK			SIGNATURE	DATE
			CONCUR	DO NOT CONCUR	REMARKS		
1	FLIGHT EXAMINER Carl T. Hammer, Capt	34 OG/OGV			X		20010919
2	REVIEWING OFFICER Clarence K. Johnson, Maj	94 FTS/DO					
3	FINAL APPROVING OFFICER Herry H. Arnold, LtCol	94 FTS/CC					
I CERTIFY that I have been briefed and understand the action being taken this date							
DATE		TYPED NAME AND GRADE OF EXAMINEE Gerhard Weibel, Capt			SIGNATURE		

**Attachment 3****ADDITIONAL TRAINING LETTER SAMPLE****DEPARTMENT OF THE AIR FORCE****94TH FLYING TRAINING SQUADRON****USAF ACADEMY COLORADO 80840-6266**

22 January 2003

MEMORANDUM FOR DOD

FROM: DOV

SUBJECT: Additional Training

1. As a result of an evaluation administered to Capt Ham Hands in the TG-14, additional training is required. IAW AFI 11-202 V2, Paragraph 7.3.5.6, the listed below training will be accomplished by (last day of second month after evaluation).

2. Capt Hands had the following discrepancies that require additional training.

a. Area 14. Situational awareness (QUAL) - U.

Examinee committed airmanship error during a SFL resulting in an extremely dangerous pattern if the forced landing had been actual.

b. Area 28. Normal Landing (QUAL) - U.

Examinee failed to adjust turn to final to ensure a safe final approach. The evaluator had to take control of the aircraft to ensure a safe landing.

3. Capt Hands must accomplish the following additional training.

a. Ground.

Examinee must complete a thorough discussion with a PIT Instructor all scenarios of forced landings and the initial actions taken to ensure a safe recover of the aircraft.

b. Flight.

Examinee must accomplish a pattern proficiency sortie strongly emphasizing normal pattern and landing with a PIT Instructor. Examinee must accomplish a sortie with a PIT Instructor emphasizing SFLs from all altitudes and situations. Two flights are required.

4. In-flight RQ QUAL recheck required.

CARL T. HAMMER, Maj, USAF Chief, Stan/Eval

1<sup>st</sup> Ind, DOD

MEMORANDUM FOR DOV

1. The above-directed additional training was accomplished.

a. Item 3a was accomplished on \_\_\_\_\_ by \_\_\_\_\_.

b. Item 3b sortie one was accomplished on \_\_\_\_\_ by \_\_\_\_\_.

2. The original copy of this training accomplishment record will be placed in the individual's training folder. A copy will be forwarded to DOV.

BEAUFORD T. JUSTICE, Capt, USAF D Flight Commander